

ENGINEERING SERVICES

February 17, 2006

STATE PROJECT NO. 700-25-0105 (LEAD NUMBER)

F.A.P. NO. BR-2501(501)

LA 146 BRIDGES NEAT CHATHAM

ROUTE LA 146

JACKSON PARISH

STATE PROJECT NO. 700-34-0106

F.A.P. NO. BR-3401(502)

DRAINAGE CANAL BRIDGES

ROUTE LA 3051

MOREHOUSE PARISH

STATE PROJECT NO. 700-34-0107

F.A.P. NO. BR-3401(504)

LA 835 BRIDGES

ROUTE LA 835

MOREHOUSE PARISH

STATE PROJECT NO. 700-37-0117

F.A.P. NO. BR-3701(509)

YOUNGS BAYOU BRIDGES

ROUTE US 165 SERVICE ROADS

OUACHITA PARISH

Under Authority granted by Title 48 of Louisiana Revised Statutes, the Louisiana Department of Transportation and Development (DOTD) hereby issues a Request for Qualification Statements (RFQ) on Standard Form 24-102 (SF 24-102), "Professional Engineering and Related Services", revised January 2003, from Consulting Firms (Consultant) to perform all engineering services required for the subject project. **All requirements of Louisiana Professional Engineering and Land Surveying (LAPELS) Board must be met prior to the execution of the contract.** One Prime-Consultant will be selected for this contract. A map of the project limits for the proposed work is available upon request.

Project Manager – Mr. Jeff Burst, P.E., he may be reached at (225) 379-1356.

PROJECT DESCRIPTION

The Consultant will be required to provide Stage 3, Part III: Preliminary Roadway Plans and Part IV: Final Roadway Plans, for the design of roadway approaches to fourteen bridge structures on various state routes in Jackson, Ouachita, and Morehouse Parishes. Preliminary and Final Bridge Plans will be prepared by DOTD Personnel. The projects

will be cleared as a Categorical Exclusion. **All environmental documentation will be prepared by DOTD Personnel.**

SCOPE OF SERVICES

Stage 3, Part III: Preliminary Plans

S.P. No. 700-25-0105 – LA 146 Bridges Near Chatham

This project involves the design of roadway approaches to six bridge structures in Jackson Parish, along the existing alignment. Three of the existing structures will be replaced by slab span bridges, and the remaining three with box culverts. The typical section will consist of two 12-foot travel lanes and two 8-foot shoulders. Temporary roads and bridges will be utilized to divert traffic during construction. The total length of the project is approximately 4.4 miles.

The approximate number of required sheets and/or work effort for preliminary plans is as follows:

| DESCRIPTION | NO. OF SHEETS* |
|--|----------------|
| Title Sheet | 1 |
| Typical Sections | 2 |
| Miscellaneous Details and General Notes | 1 |
| Summary of Estimated Quantities | 1 |
| Detours | 6 |
| Temporary Construction Signing/Sequence of Construction | 3 |
| Cross-sections | 10 |
| Miscellaneous (estimate, P/H, conferences, field inspection, etc.) | 1 |
| 1"=50' plan/profile sheets | 7 |

*Sheet count based on work effort – actual sheet count may vary

S.P. No. 700-34-0106 – LA 3051 Drainage Canal Bridges

This project involves the design of roadway approaches to three bridge structures in Morehouse Parish, along the existing alignment. Two of the existing structures will be replaced by RCB culverts, and the remaining structure will be replaced by an 80-foot long slab span bridge. The typical section will consist of two 12-foot travel lanes and two 8-foot shoulders. The roadway will remain open during construction and temporary diversions will be provided. The total length of the project is approximately 0.5 miles.

The approximate number of required sheets and/or work effort for preliminary plans is as follows:

| DESCRIPTION | NO. OF SHEETS* |
|--|----------------|
| Title Sheet | 1 |
| Typical Sections | 2 |
| Miscellaneous Details and General Notes | 1 |
| Summary of Estimated Quantities | 1 |
| Detours | 2 |
| Temporary Construction Signing/Sequence of Construction | 2 |
| Cross-sections | 3 |
| Miscellaneous (estimate, P/H, conferences, field inspection, etc.) | 1 |
| 1"=50' plan/profile sheets | 3 |

*Sheet count based on work effort – actual sheet count may vary

S.P. No. 700-34-0107 – LA 835 Bridges

This project involves the design of roadway approaches to three bridge structures in Morehouse Parish, along the existing alignment. Two of the existing structures will be replaced with slab span bridges, and the remaining structure with an RCB culvert. The typical section will consist of two 11foot travel lanes and two 4-foot shoulders. The roadway will remain open during construction, and temporary diversions will be provided north of the existing alignment. The total length of the project is approximately 0.4 miles.

The approximate number of required sheets and/or work effort for preliminary plans is as follows:

| DESCRIPTION | NO. OF SHEETS* |
|--|----------------|
| Title Sheet | 1 |
| Typical Sections | 2 |
| Miscellaneous Details and General Notes | 1 |
| Summary of Estimated Quantities | 1 |
| Detours | 3 |
| Temporary Construction Signing/Sequence of Construction | 2 |
| Cross-sections | 3 |
| Miscellaneous (estimate, P/H, conferences, field inspection, etc.) | 1 |
| 1"=50' plan/profile sheets | 3 |

*Sheet count based on work effort – actual sheet count may vary

S.P. No. 700-37-0117 – Youngs Bayou Bridges

This project involves the design of roadway approaches to two bridge structures along the service roads of US 165 in Ouachita Parish. The two existing structures will be replaced by two new slab bridges on the existing alignment. The typical section will consist of two 12-foot travel lanes and two 8-foot paved shoulders. The service roads will be closed near the bridge sites during construction, and the US 165 mainline will be utilized to divert traffic. The total length of the project is approximately 0.4 miles.

The approximate number of required sheets and/or work effort for preliminary plans is as follows:

| DESCRIPTION | NO. OF SHEETS* |
|--|----------------|
| Title Sheet | 1 |
| Typical Sections | 1 |
| Miscellaneous Details and General Notes | 1 |
| Summary of Estimated Quantities | 1 |
| Detours | 1 |
| Temporary Construction Signing/Sequence of Construction | 2 |
| Cross-sections | 2 |
| Miscellaneous (estimate, P/H, conferences, field inspection, etc.) | 1 |
| 1"=50' plan/profile sheets | 2 |

*Sheet count based on work effort – actual sheet count may vary

NOTE: The following will be required for each project:

1. Sequence of construction and construction signing in accordance with MUTCD.
2. Preliminary earthwork calculations.
3. Preliminary cost estimate with required items and preliminary quantity estimate.

ITEMS TO BE PROVIDED BY DOTD

1. Traffic Data
2. Pavement Design
3. Standard Plans (as needed)
4. Roadway Borings
5. Full Topographic Survey in English units of measurement. The Survey will be provided in Intergraph Inroads Format (.dgn, .alg, .dtm file extensions)
6. Stage 3, Parts I (c) Topographic Survey, I (d) Title Updates, and I (e) Right-of-Way Maps

ADDITIONAL SERVICES

The scope of services, compensation, and contract time for future engineering services to provide Stage 3, Part IV: Final Plans will be established by a Supplemental Agreement.

REFERENCES

All designs and engineering documents will meet the standard requirements as to format and content of the DOTD; and will be prepared in accordance with the latest applicable editions, supplements and revisions of the following:

1. AASHTO Standards, ASTM Standards or DOTD Test Procedures
2. DOTD Location and Survey Manual
3. DOTD Roadway Design Procedures and Details
4. DOTD Hydraulics Manual
5. DOTD Standard Specifications for Roads and Bridges
6. Manual of Uniform Traffic Control Devices (2003 Edition)
7. DOTD Traffic Signal Design Manual
8. National Environmental Policy Act (NEPA)
9. National Electric Safety Code
10. National Electric Code (NFPA 70)
11. DOTD Environmental Impact Procedures (Vols. I-III)
12. Policy on Geometric Design of Highways and Streets
13. Construction Contract Administration Manual
14. Materials Sampling Manual
15. DOTD Bridge Design Manual
16. Consultant Contract Services Manual
17. Geotechnical Engineering Services Document
18. Bridge Inspectors Training Manual/90

COMPENSATION

Compensation for Stage 3, Part III: Preliminary Roadway Plans will be a non-negotiated lump sum of **\$241,756** subdivided as follows:

| | | |
|-------------------|-------------|----------|
| State Project No. | 700-25-0105 | \$92,347 |
| State Project No. | 700-34-0106 | \$52,433 |
| State Project No. | 700-34-0107 | \$56,292 |
| State Project No. | 700-34-0117 | \$40,684 |

Note: All four projects will be invoiced separately.

CONTRACT TIME

The consultant will proceed with the services specified herein after the execution of this Contract and upon written Notice-To-Proceed from the DOTD. Contract time for

preliminary plans will not exceed 180 calendar days, (includes 45 days DOTD review time), and will run concurrently for each project. The delivery schedule for all project deliverables will be established by the Project Manager.

MINIMUM PERSONNEL REQUIREMENTS

The following requirements must be met at the time of submittal:

1. At least one Principal of a firm under consideration shall be a Professional Civil Engineer registered in the State of Louisiana.
2. At least one Principal or other Responsible Member of the Consultant shall be currently registered in Louisiana as a Professional Civil Engineer.
3. In addition to the above, the Consultant must also employ on a full time basis, a minimum of two Professional Engineers registered in the State of Louisiana, one with at least five years experience in roadway design, and a corresponding support staff.

EVALUATION CRITERIA

The general criteria to be used by DOTD (when applicable) in evaluating responses for the selection of a Consultant to perform these services are:

1. Consultant's firm experience on similar projects, weighting factor of 3;
2. Consultant's personnel experience on similar projects, weighting factor of 4;
3. Consultant's firm size as related to the estimated project cost, weighting factor of 3;
4. Consultant's past performance on similar DOTD projects, weighting factor of 6;
5. Consultant's current work load, weighting factor of 5;
6. Location where the work will be performed, weighting factor of 4;

Consultants will be evaluated as indicated in Items 1- 6. The evaluation will be by means of a point-based rating system. Each of the above criteria will receive a rating on a scale of 0-4. Then the rating will be multiplied by the corresponding weighting factor. The firm's ratings in each category will then be added to arrive at the Consultant's final rating.

DOTD's Consultant Evaluation Committee will be responsible for performing the above described evaluation, and presenting a short list of the three (if three are qualified) highest rated Consultants to the Secretary of the DOTD. The Secretary will make the final selection.

CONTRACT REQUIREMENTS

The selected Consultant will be required to execute the contract within 10 days after receipt of the contract.

INSURANCE - During the term of this contract, the Consultant will carry professional liability insurance in the amount of \$1,000,000. This insurance will be written on a “claims-made” basis. Prior to executing the contract, the Consultant will provide a Certificate of Insurance to DOTD showing evidence of such professional liability insurance.

AUDIT - The selected Consultant will allow the DOTD Audit Section to perform an annual overhead audit of their books, or provide an *independent* Certified Public Accountant (CPA) audited overhead rate. This rate must be developed using Federal Acquisition Regulations (FAR) and guidelines provided by the DOTD Audit Section. In addition, the Consultant will submit semi-annual labor rate information, when requested by DOTD.

The selected Consultant will maintain an approved Project Cost System, and segregate direct from indirect cost in their General Ledger. Pre-award and post audits, as well as interim audits, may be required. For audit purposes, the selected Consultant will maintain accounting records for a minimum of five years after final contract payment.

Any Consultant currently under contract with the DOTD and who has not met all the audit requirements documented in the manual and/or notices posted on the DOTD Consultant Contract Services Website (www.dotd.louisiana.gov), will not be considered for this project.

SUBMITTAL REQUIREMENTS

One original (**stamped original**) and four copies of the SF 24-102 must be submitted to DOTD. All submittals must be in accordance with the requirements of this advertisement and the Consultant Contract Services Manual. Any Consultant failing to submit any of the information required on the SF 24-102, or provide inaccurate information on the SF 24-102, will be considered non-responsive.

Name(s) of the Consultant listed on the SF 24-102, must precisely match the name(s) filed with the Louisiana Secretary of State, Corporation Division, and the Louisiana State Board of Registration for Professional Engineers and Land Surveyors.

The SF 24-102 will be identified with State Project No. **700-25-0105 (Lead No.)**, and will be submitted **prior to 3:00 p.m. CST on Monday, March 20, 2006**, by hand delivery or mail, addressed to:

Department of Transportation and Development
Attn.: Dr. Babak Naghavi, P.E., P.H.
Consultant Contract Services Administrator
1201 Capitol Access Road, **Room 405-T**
Baton Rouge, LA 70802-4438 or
Post Office Box 94245

Baton Rouge, Louisiana 70804-9245
Telephone: (225) 379-1989

REVISIONS TO THE RFQ

DOTD reserves the right to revise any part of the RFQ by issuing an addendum to the RFQ at any time. Issuance of this RFQ in no way constitutes a commitment by DOTD to award a contract. DOTD reserves the right to accept or reject, in whole or part, all Qualification Statements submitted, and/or cancel this announcement if it is determined to be in DOTD's best interest. All materials submitted in response to this announcement become the property of DOTD, and selection or rejection of a submittal does not affect this right. DOTD also reserves the right, at its sole discretion, to waive administrative informalities contained in the RFQ.